

Helena Township Planning Commission
Regular Monthly Meeting Agenda
Thursday, September 3, 2026 @ 7:00 pm
Helena Township Community Center • 8751 Helena Road, Alden, MI 49612

Join via Zoom

Remote Participation (Zoom): [https://zoom.us/j/ 91833334336](https://zoom.us/j/91833334336)

Meeting ID: 686 779 9200 | **Passcode:** 49612

Call to Order

Pledge of Allegiance

Roll Call

Approval of Agenda

Conflicts of Interest

Approval of Minutes from August 6, 2026

Communications

Public Comment (3-minute limit)

Zoning Administrator Report: See attached Zoning Report

1. Data Centers - new information
2. Training In Banks Township
3. Multi PC Collab for data center discussion
4. Zoning Amendment Procedures – review
5. FYI: Municipal Civil Infraction Ordinance approved at board level - regulatory ordinance. Effective date: 9.26.26
6. FYI: Nuisance Ordinance - regulatory ordinance (Jackie drafting - 1st version has been turned into board and attorney for review.

Old Business:

1. Definitions (Faye and Rachel)
2. Data Centers - next steps
3. Zoning ordinance discrepancies - typos, wording, references (ongoing)
4. Minutes production procedure (Clerk to ZA, ZA makes changes, ZA to clerk for publication.
5. Approval of minutes process (Clerk to ZA, ZA to PC Chair, PC Chair to ZA, ZA to Clerk)

New Business:

1. Bylaws- review Milton Township's
2. Meetings go to every week
3. No July Meetings
4. Change MAT to MTA
5. Add Robert's Rules?
6. Sign In Sheet

Next meeting October 1, 2026 7pm

Adjourn

Minutes are posted on helenatownshipmichigan.gov

Helena Township Planning Commission Meeting Minutes

August 6, 2026, 7:00 PM | 8751 Helena Road, Alden, MI 49612

Helena Township Planning Commission minutes are posted at www.helenatownshipmichigan.gov

DRAFT

1. Call to Order: Chair D. Hunstad welcomed those attending in person and by Zoom, reviewed the meeting decorum and the three-minute public-comment guideline and called the meeting to order at approximately 7:03 PM.

2. Pledge of Allegiance: All present participated.

3. Roll Call:

Present: D. Hunstad, F. VanBerg, J. Gurr, J. Schilling, R. Wanstreet.

Absent: R. Byron, D. Whipple.

Also present: Zoning Administrator J. Petersen; former Zoning Administrator R. Logee; Township Supervisor B. Peeples; members of the public.

4. Introduction of New Planning Commission Member: Chair Hunstad welcomed newly appointed member Rian Wanstreet. Wanstreet briefly described her background in public policy/public administration, local and regional government, research, and prior and current service with Parks & Recreation.

5. Approval of Agenda: Motion by F. Vandenberg to approve the agenda as presented. Motion was seconded (not identified in the recording). All in favor. Motion carried.

6. Conflicts of Interest: No conflicts of interest were declared.

7. Oath of Office: Supervisor Peeples administered the oath of office to Planning Commission members who elected to take it. Completed oath forms were signed for Township records.

8. Approval of Minutes from July 2, 2026: Four corrections were identified: the meeting date was corrected from June 2 to July 2, 2026; D. Whipple was corrected from present to absent; F. Vandenberg was corrected from present to absent; and A. Stuart's surname spelling was corrected.

Motion by J. Gurr to approve the July 2, 2026 minutes as amended with the four corrections. Motion was seconded (not identified in the recording). All in favor. Motion carried.

9. Communications: J. Gurr reported receiving recognition from the Michigan Association of Planning for twenty years of involvement. No additional communication was reported. The Antrim County Planning Commission did not meet during the month, so no county report was available.

10. Public Comment:

- A representative of the Alden Run organizing committee thanked J. Gurr for assistance with overflow parking during the recent event, which helped preserve convenient parking for election voters.
- A resident who had completed the Citizens Planner program encouraged the Commission to reflect on the training, consider opportunities for process improvement, and potentially use a subcommittee or additional public input to strengthen Planning Commission practices. Chair Hunstad asked the resident to provide him with the list of suggested improvements for his review.

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- Supervisor Peebles announced the passing of longtime community member Jack Finley and requested a moment of silence. He also announced Election Inspector training scheduled for September 29 and encouraged residents to serve as paid election inspectors. Contact the Clerk for more details.
- B. Wiedemeyer raised concerns regarding short-term rentals near his property, including noise, conduct, enforcement limitations, and the effect on neighboring residents. He asked the Township to consider a permit or licensing structure and meaningful enforcement mechanisms. Chair Hunstad asked whether a homeowners association existed where Wiedemeyer resides. Wiedemeyer stated that one exists but has been inactive for approximately 30 years.
- K. Tomlinson raised concerns regarding blight in Alden, including deteriorated or poorly maintained properties near her home, and asked the Commission to address the issue through planning and enforcement tools.

11. Zoning Administrator Report:

- a. Transition / Zoning Report: J. Petersen and R. Logee reported that the transition to Petersen as Zoning Administrator was proceeding well. A sample ordinance/material from Milton Township was provided for reference.
- b. Food Trucks: The anticipated special-use request involving a food truck was no longer moving forward, so no action was required.
- c. Accessory Dwelling Units (ADUs): Petersen asked the Commission to address Accessory Dwelling Units in the ongoing zoning-definition review. The existing ordinance repeatedly references living quarters but does not clearly define ADUs. The Commission agreed the term should be evaluated as part of the definitions project, and additional time will be allowed before the public-hearing stage.

12. Old Business:

- a. Definitions: F. VandenBerg reported that she and R. Byron had been reviewing and updating ordinance definitions. Work includes updating terminology, aligning references with current Michigan statutes, standardizing capitalization/formatting, and correcting grammar and spelling without intentionally changing the substance of existing definitions. J. Petersen and Commission members will continue reviewing the draft, including whether additional definitions such as ADUs are needed. The draft is intended to be posted for public review before a future public hearing, likely no sooner than approximately two meetings.
- b. Data Centers / Renewable Energy and Battery Storage Language: The Commission conducted a detailed line-by-line review of the proposed amendments, correcting lettering/numbering, capitalization, cross-references, references to the Township Board, and formatting. Discussion clarified that the Planning Commission's work remains a recommendation until completion of the statutory review process and Township Board action. The next step is review by the Antrim County Planning Commission. Motion by J. Gurr to approve the corrected renewable-energy, battery-storage, and data-center amendment language and forward it to the Antrim County Planning Commission for review as the next step toward Township Board consideration. Motion was seconded (not clearly identifiable in the recording). All in favor. Motion carried.
- c. Fire / Emergency Access Ordinance: Chair Hunstad reported that he had discussed the matter with Fire Chief Jesse Lane and had not yet received a completed response. Petersen advised that the proposed ordinance is expected to be handled as a police-power ordinance originating with the Township Board rather than as a zoning ordinance. By consensus, the Planning Commission will remove the item from its

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active old-business list unless the Fire Department, attorney, or Township Board returns it to the Commission.

- d. Blight Ordinance: Petersen reported an upcoming meeting with Township counsel regarding the proposed blight ordinance. Because it is also expected to be a police-power ordinance, the matter will primarily proceed through the Township Board/attorney. Discussion referenced ongoing concern about deteriorated properties in the Alden area and the difficulty of addressing conditions on private property.
- e. Municipal Civil Infraction Ordinance: The Municipal Civil Infraction Ordinance / police-power ordinance material was included in the packet for informational purposes only. No Planning Commission action was taken.

13. New Business:

- a. Minutes Production Procedure / Approval of Minutes: Chair Hunstad reported on a meeting with J. Petersen, Supervisor B. Peebles, and Clerk O. Leffew regarding a revised minutes workflow. Meeting recordings will be used to generate a draft summary rather than a verbatim transcript. Before public posting, the draft will be reviewed by two Planning Commission members. The Chair will serve as one reviewer each month and a second Commission member will rotate. The full Planning Commission will retain final authority to approve the minutes at its next regular meeting.
 - b. Meeting Packet Preparation: The Planning Commission's final agenda and meeting packet are to be provided to the Township Clerk approximately five days before the scheduled meeting, when practicable, to allow for final preparation and public posting. The Township Clerk is responsible for posting the final agenda and meeting packet on the Township website no later than 48 hours before the scheduled meeting, allowing Commission members and the public adequate time for review.
 - c. Add-Ons to Meeting Agenda: The Commission agreed that substantive items received after the packet deadline will generally be placed under New Business for the following month rather than added at the last minute. The intent is to provide Commission members and the public with adequate notice and review time before Commission action.
 - d. Zoning Ordinance Discrepancies: Chair Hunstad reported finding numerous typographical errors, inconsistent references, and wording inconsistencies in the zoning ordinance. The Commission discussed treating ordinance cleanup as an ongoing project rather than waiting for a periodic comprehensive review.
 - e. Cancellation of July Meetings: Chair Hunstad proposed eliminating the regular July meeting because July attendance is routinely affected by the Independence Day period, summer visitors, and member availability. Public comment suggested retaining flexibility for a later July meeting if needed. The Commission noted that special meetings may still be scheduled when necessary.
- Motion by J. Gurr, seconded by J. Schilling, to amend the Planning Commission bylaws to eliminate regular Planning Commission meetings during the month of July, while retaining the ability to call a special meeting when needed. All in favor. Motion carried.

14. Next Meeting: The next regular Planning Commission meeting is scheduled for Thursday, September 3, 2026, at 7:00 PM. Members indicated that the 7:00 PM meeting time is an improvement over the former 5:00 PM start time and will continue.

15. Adjournment: Chair Hunstad adjourned the meeting at approximately 8:11 PM.

Prepared by Oryana Leffew from the August 6, 2026 meeting agenda, recorded transcript, and meeting recording for Planning Commission review.

How Likely is a Data Center Developer Interested in My Community?

A five-question self-assessment for Michigan local governments created by the Quello Center for Media & Information Policy at Michigan State University.

Ask your leadership team these five questions to gauge whether your community is a likely site for data center development — and how much planning energy to invest now. Mark YES or NO for each.

Unsure of an answer? The reverse side explains what each question is really asking and who to contact to find out. For more general information about data centers, see [“What Michigan Local Governments Should Know About Data Centers,”](#) created by the Center for EmPowering Communities.

1 ENERGY READINESS

Have we confirmed through our energy provider (DTE, Consumers, or our electric co-op) that they can deliver 10 MW and 100 MW of new load within two years — AND do high-voltage transmission lines run within several miles of a developable site?

Co-op communities: your 100 MW answer depends on your generation and transmission supplier — see reverse.

☐ YES ☐ NO

2 FIBER CONNECTIVITY

Does high-capacity fiber run through or near our community or are we on or near a major long-haul fiber route?

☐ YES ☐ NO

3 AVAILABLE LAND

Do we have contiguous, flat, developable land that is already zoned industrial or readily rezoned, with road access for heavy construction traffic?

How much land you have shapes the scale of facility you’re a candidate for — see reverse.

☐ YES ☐ NO

4 WATER

Can a likely data center site get the water it needs — whether from our (or another) municipal system with surplus capacity or from adequate groundwater?

☐ YES ☐ NO

5 REGULATORY & POLITICAL READINESS

Do we have a predictable permitting process — clear industrial zoning with a known approval path — AND is our local leadership generally welcoming to large industrial development?

Public sentiment matters too but plays a different role — see reverse.

☐ YES ☐ NO

HOW TO READ YOUR SCORE

4–5 YES

Start planning now. A data center ordinance, zoning review, and community engagement framework should be priorities before a developer calls.

2–3 YES

Worth preparing. Maintain your utility relationship, build basic zoning literacy, and monitor regional activity. You are unlikely to be approached, but being prepared for large industrial projects is never a bad thing.

0–1 YES

Hyperscale risk is low. Smaller edge or colocation facilities remain possible, but your planning energy is better spent elsewhere.

Gate check: The 100 MW energy answer (Question 1) is decisive on its own. If you can’t deliver the power, you’re not a hyperscale target no matter how many other boxes you tick — though you may still be edge or colocation territory. Read your total with that in mind.

If You Don't Know an Answer

What each question is really asking — and who to contact to find out.

Q1 · Energy Readiness

Why this matters. The 10-vs-100 MW split is your key self-sorting signal: 10 MW but not 100 MW points to edge or colocation rather than hyperscale. For DTE and Consumers, 100 MW within two years is credible — both are expanding generation and can bring recently retired capacity back online — so a YES is meaningful. Co-op communities should treat their YES as provisional until their generation and transmission (G&T) supplier confirms. Transmission proximity helps but isn't decisive. A utility relationship won't reliably warn you of developer interest, since deals often move under NDA, but it's how you get direct capacity answers.

If you don't know, who to ask:

- Your utility's large-load or economic development team (DTE, Consumers) — deliverability, timeline, and whether nearby transmission has capacity.
- Co-op communities: your distribution co-op — which will engage its G&T supplier as needed for the real 100 MW answer.

Q2 · Fiber Connectivity

Why this matters. A developer won't run many miles of new high-capacity fiber to reach an isolated site — they'll choose one already near a major route, so proximity is a potential screening factor. Being on or near a long-haul route is especially important; having more than one physically separate path can also be useful so there is network redundancy.

If you don't know, who to ask:

- Your local broadband or fiber provider(s) — what runs through or near the community, and at what capacity.
- [Merit Network](#) — may be able to assist you in identifying high-capacity and middle-mile fiber routes in your area if your local Internet provider is not.

Q3 · Available Land

Why this matters. Land requirements scale with facility type, just like the power threshold. An edge or colocation site may need only 5-10 acres; a medium facility, roughly 20–50 acres; a hyperscale campus, 200+ contiguous acres. So limited land doesn't put you out of the running, but it sorts you toward smaller facilities. The large hyperscale figure is not a building footprint: it reflects a multi-building campus with room to expand in phases, plus space for the on-site substation, water infrastructure, and a buffer between operations and neighbors (data centers are noisy). Contiguity and ready zoning often matter more than raw acreage because developers can assemble adjacent parcels.

If you don't know, who to ask:

- Your local planning/zoning Administrator (or county planning/zoning if they administer your local planning) — current zoning, parcel sizes, and the rezoning process.
- Your economic development organization or land bank — available or readily assembled industrial sites or ag sites that could be rezoned through a special use permit, and any state or regional certified-site programs.

Q4 · Water

Why this matters. Water demand is set by the cooling design, not the facility itself: an air-cooled or closed-loop facility uses little water, while an evaporative one can consume hundreds of thousands of gallons a day. The source then determines how a high-water draw shows up — on a municipal system it can compete with residents for capacity; on a well it falls under Michigan's large-quantity withdrawal rules and can draw down neighboring wells. So, water is seldom a hard physical gate in Michigan, but a high-water design will trigger community opposition — which makes this as much a sentiment question (see Q5) as a capacity one.

If you don't know, who to ask:

- Your municipal water/wastewater utility or DPW — surplus capacity, if a site is on municipal service.
- Your regional [EGLE District Office](#) can answer inquiries about groundwater availability.

Q5 · Regulatory & Political Readiness

Why this matters. The decisive factors here are a predictable process and a welcoming leadership, because your board/council/commission holds approval authority. Industrial zoning and approval paths are the most actionable thing local governments control. A data-center-specific ordinance isn't required, but a few communities have one in order to better address data center specific issues (e.g., noise). Public sentiment is important but is often secondary to developers: it raises the political cost to developers and officials and can bring delay, litigation, or electoral turnover, and occasionally tips a close decision — but it rarely decides on its own. So strong local support isn't a green light, and strong opposition isn't a guarantee against development; both mainly change the political temperature around a decision officials still make.

If you don't know, who to ask:

- Your planning/zoning Administrator or your municipal attorney — current zoning and permitting path, and whether a data center ordinance is needed.
- Your [regional planning agency](#), MSU Extension, or the Michigan Townships Association — may be able to assist with ordinance and zoning guidance.
- Your economic development organization — leadership's posture and any prior experience with large industrial projects.

FOR YOUR RECORDS

Completed by _____

Role / title _____

Date _____ YES total ____ / 5

SAMPLE DATA CENTER ORDINANCE VERSION 1.0

Note: This is a sample ordinance to regulate the development and operation of data centers within a township. These provisions may not suit the unique aspects of your township or may regulate too much or too little for your area. **Adopting this ordinance without considering changes to fit your community is strongly discouraged and may have negative legal consequences. Please consult with your township attorney.** Additionally, new information continues to come out often, so please check back periodically to see if there are newer versions of this sample.

TOWNSHIP OF _____

ORDINANCE NO. _____

ADOPTED: _____

EFFECTIVE: EIGHT DAYS AFTER PUBLICATION AFTER ADOPTION

An Ordinance to amend the Township Zoning Ordinance to authorize Data Centers; to provide regulations and standards for Data Centers; to repeal all ordinances or parts of ordinances in conflict herewith, and to provide an effective date.

**TOWNSHIP OF _____
_____ COUNTY, MICHIGAN**

ORDAINS:

DATA CENTER ORDINANCE AMENDMENTS TO TOWNSHIP ZONING ORDINANCE

SECTION I DEFINITIONS ADDED TO SECTION _____

The following definitions shall be added to Section _____ of the Township Zoning Ordinance, and shall be inserted into said Zoning Ordinance so that all definitions are in alphabetical order:

Cooling System: Any system, equipment, or apparatus used to regulate temperature and/or humidity within a Data Center, including but not limited to air conditioning units, cooling towers, and liquid cooling systems.

Data Center: A facility or operation consisting of computer systems and associated equipment designed, constructed, and operated for the primary purpose of intake, processing, storage, and/or distribution of computer data and electronic information. Associated equipment shall include all buildings, structures, and components used in the operation of the Data Center, including but not

limited to servers, routers, switches, storage devices, cooling systems, backup power systems, electrical distribution systems, and telecommunications equipment.

Sensitive Land Uses: A land use that includes educational facilities (Pre-K through 12), college dormitories, commercial child care facilities, hospitals, long term care facilities, nursing homes, retirement homes, campgrounds, parks (excluding linear trails), and dwellings.

SECTION II
ADD A NEW SECTION _____, TITLED “DATA CENTERS”

A new Section _____, titled “Data Centers” is hereby added to the Township Zoning Ordinance to read as follows:

Section _____. Data Centers.

I. PURPOSE

The purpose of this Section is to establish minimum requirements and regulations for the construction, location, operation, and decommissioning of data centers. This Section is designed to ensure that data centers are constructed and operated in a manner compatible with nearby uses of land, the natural environment, and the capacities of public services and facilities. It is also designed to mitigate nuisance impacts and to avoid adverse impacts on important areas such as farmland, Sensitive Land Uses, or valuable natural resources.

II. GENERAL STANDARDS

The following requirements shall apply to all Data Centers in addition to the other generally applicable standards found in the Zoning Ordinance and to the extent of a conflict this Section shall apply:

- A. **Site Selection.** Data Centers shall only be allowed as a special land use in the Industrial District [customize to fit individual municipal industrial districts by reference].
- B. **Lot Coverage.** Data Centers shall not exceed the maximum lot coverage allowed in the Industrial District.
- C. **Placement and Setbacks.** Data Centers shall be arranged, designed, and constructed to be harmonious and compatible with the site and surrounding properties. Data Centers shall be sited to minimize the visual impacts of the bulk of the building on a line-of-sight basis from adjacent public streets and Sensitive Land Uses and to minimize the impacts to natural resources. Data Centers shall comply with the minimum setbacks applicable to the Industrial District except as otherwise provided in this Section.
 - 1. Cooling System components including chillers, fans and compressors must

be surrounded by full height sound attenuation screening that must be designed to blend with the architectural style, materials, and color of the building:

- i. If roof mounted, there must be a 1,500-foot minimum setback from the sound attenuation screening to the closest Sensitive Land Use lot lines. This distance is measured from the nearest part of the sound attenuation screen to the property line of the Sensitive Land Use.
 - ii. If ground mounted, there must be a 1,000-foot minimum setback from sound attenuation screening to the closest Sensitive Land Use lot lines. This distance is measured from the nearest part of the sound attenuation screen to the property line of the Sensitive Land Use .
 2. Generators shall be located within full acoustic enclosures to the maximum extent possible. Enclosures must be designed to blend with the architectural style, materials, and color of the building and cannot be located within 1,000 feet of any Sensitive Land Use, measured from the nearest part of the enclosure to the property line of the Sensitive Land Use . Roof mounted generators are prohibited.
- D. **Height.** The height of a Data Center, except for electric distribution and transmission poles, shall not exceed the maximum height permitted for structures in the Industrial District.
- E. **Visual Screening.** Views of a Data Center shall be minimized from public rights of way, adjacent properties, and Sensitive Land Uses, to the extent reasonably practicable using architectural features, earth berms, landscaping or other screening methods that will harmonize with the character of the property and surrounding area. The Planning Commission may require reasonable measures to minimize visual impacts by preserving existing natural vegetation, requiring new vegetative screening, or other appropriate measures on a site- specific basis. In making this determination, the Planning Commission is specifically authorized to consider whether additional visual screening measures are appropriate where a Data Center is proposed to be located on property adjoining or within the view of a Sensitive Land Use..
- F. **Sound.** The Data Center must comply with all federal and state regulations related to noise thresholds and any Zoning Ordinance Industrial District noise limitation. In addition, except as otherwise allowed in this Section, noise levels shall not exceed the following noise thresholds as measured at the Data Center property line shared with any non-industrial use or the property line of the closest Sensitive Land Uses as follows:
1. No sound shall exceed 55 dB(A) weighted (L_{aeq}-10 min) between the daytime hours of 7am to 7pm.

2. No sound shall exceed 45 dB(A) weighted (L_{aeq}-10 min) between the nighttime hours of 7pm to 7am.
 3. No source of steady tonal sound shall exceed 65 dB(C) weighted (L_{ceq}-10 min) at any time.
 4. Octave Bands (dBz) will be maintained at acceptable levels.
- G. **Lighting.** The Data Center must implement dark sky-friendly lighting solutions, and all lighting must be designed to direct light downward. The facility must produce zero footcandles of light at the property line.
- H. **Vibrations.**
1. No Data Center shall be operated, maintained, or tested in a manner that generates a ground-borne vibration level exceeding a Peak Particle Velocity (PPV) of 0.01 inches per second (in/s) at any point along the Data Center's property line. This limit applies across all vibration frequencies between 1.0 Hz and 100 Hz. The 0.01 in/s PPV threshold applies to measurements taken in any of the three mutually perpendicular axes (vertical, longitudinal, or transverse). If any single axis exceeds 0.01 in/s, the Data Center is in violation.
 2. Generators must be equipped with vibration isolation and mitigation systems.
 3. Data Centers must have continuous vibration monitoring at spacing of no less than 500 feet along all property lines which sit within 1,000 feet of the property line of any Sensitive Land Use.
- I. **Water Usage Standards.** A Data Center shall maintain a Water Usage Effectiveness of no more than two tenths (0.2). As used in this Section, "Water Usage Effectiveness" or "WUE" is defined as the ratio of total annual building water consumption (liters) to information technology equipment energy consumption (kilowatt-hour). Evaporative cooling is prohibited.
- J. **Energy Usage.**
1. Data Center facilities must be designed to maintain a Power Usage Effectiveness of no more than one and two-tenths (1.2). As used in this Section, "Power Usage Effectiveness" or "PUE" is defined as the ratio of total facility energy consumption divided by the total IT equipment energy consumption (servers, switches, storage devices, etc.). Total facility energy includes all power entering the building, such as cooling systems, lighting, power delivery components, and IT equipment. IT equipment energy

includes only the power used by computers, servers, storage, and networking devices.

2. Data centers must be designed and operated in compliance with the energy code requirements specified in whichever of the following is most stringent:
 - i. The latest adopted Michigan Energy Code;
 - ii. The latest published ASHRAE Standard 90.4; or
 - iii. Michigan-specific data center energy code requirements adopted by rule, which may include more detailed criteria.
 3. The Data Center shall have on-site energy storage capable of supplying not less than fifty percent (50%) of the facility's peak electrical demand for a minimum duration of fifteen (15) minutes, for purposes including grid stabilization, brownout mitigation, and peak-load support. Energy storage systems shall be configured to prioritize discharge during utility-declared peak events and grid emergencies to reduce localized voltage sag, transformer overload, and outage risk in surrounding neighborhoods.
 4. The Data Center must demonstrate that it will supply the Center's energy needs independently of the current energy available within the Township and that it complies with all state and federal requirements for the provision of energy to supply its needs.
- K. **Generators.** Testing and exercising activities of generators are limited to 9am to 5pm weekdays and are prohibited on any State holiday. No more than two (2) generators shall be tested simultaneously. The use of other backup power sources which serve to reduce or eliminate diesel generator noise and emissions shall be utilized to the maximum extent practicable. All generators must be U.S. EPA Tier 4 compliant.
- L. **General Impacts.** Any use or activity producing air, dust, smoke, glare, exhaust, heat, or humidity in any form shall be carried on in such a manner that it is not perceptible at or beyond the Data Center property line.
- M. **Public Safety.** All Data Centers must develop and comply with an Emergency Response Plan and Fire Response Plan that shall provide reasonable protection of the public health, welfare and safety during all phases of construction and operation.
- N. **Signage.** The Data Center shall post all necessary signage to comply with any applicable electrical, building, and fire codes. Clearly visible warning signs shall be located at the base of any transformers, substations, or electrical components handling energy capable of causing harm to human beings. The Data Center

operation shall provide a 24-hour emergency contact signage visible at the access entrance.

- O. **Access Drives.** The Data Center shall provide safe and convenient vehicular access to the site, including sufficient on-site queuing areas at the security gate. The Data Center shall include access drives sufficient to accommodate adequate emergency response to all components.
- P. **Surface Water Runoff.** All surface water runoff created by construction and operation of the project shall be effectively managed on-site.
- Q. **Building and Electrical Codes.** The Data Center and all associated equipment shall comply with all applicable building and electrical code requirements and any applicable federal or state regulations. A qualified engineer shall provide written certification that the design, installation, and any interconnections are compliant with manufacturer and industry standards, all applicable local construction and electrical codes, and any applicable federal or state regulations.
- R. **Permits.** All Data Centers shall be required to apply for and obtain all necessary permits, including but not limited to building, electrical, plumbing, and mechanical permits.
- S. **Transmission and Distribution Lines.** Other than transmission or distribution lines for interconnection to the electric power grid, all electrical wiring shall be buried underground; except where the manufacturer's engineer or a qualified engineer employed by the utility that owns/operates the electrical power grid to which the system shall be interconnected certifies an underground wiring installation is not permitted by an applicable code and/or applicable federal/state regulation, with attached complete documentation supporting any such certification.
- T. **Transfer of Ownership.** No transfer in ownership of the Data Center shall occur prior to providing 60 days' notice to the Township and upon Township approval verifying that the new owner has the ability and means to carry out the terms of the special land use and site plan approval and agrees in writing to carry out such terms. Approval shall not be unreasonably withheld by the Township.
- U. **Environment and Community Impact.** A Data Center shall provide, at time of application for special land use permit, detailed analysis by qualified individuals of the Data Center's impact on the environment of the site and surrounding area, and the impact on the community. All environmental impacts must be in compliance with Federal, State, and local standards.
- V. **Construction Hours.** Construction Hours shall be limited to 7:00 a.m. – 7:00 p.m. Monday through Saturday unless otherwise approved by the Planning Commission.

- W. **Decommissioning.** A Data Center must have a Decommissioning Plan and Agreement as provided in this Section.

III. **APPLICATION REQUIREMENTS AND PROCEDURE**

- A. **Special Land Use Permit and Site Plan Application Requirements.** Any proposal for a Data Center shall require an application for special land use permit approval and for site plan approval. All required fees and escrow fund shall accompany the application. An incomplete application will not be accepted. The application shall be subject to the general special land use and site plan review requirements in addition to the following submission requirements:
1. The name, address, and contact information of the applicant.
 2. The name, address, and contact information of the proposed operator of the Data Center, if different from the applicant.
 3. The address and parcel number of each property to be used for the Data Center, including demonstrated proof of ownership, lease, or easement permitting all proposed construction on said property.
 4. The planned date for the start of construction of the Data Center and the expected duration of construction, including a description of any construction phases for the Data Center, the proposed timeline for construction of each structure or major component, and a description of any areas where future expansion is anticipated.
 5. A description of the expected uses of the Data Center.
 6. A description of each Special Land Use standard under the Township's Zoning Ordinance, a detailed statement demonstrating compliance with each Special Land Use standard, and all information and supporting materials relied upon by the applicant in support of their statement of compliance.
 7. A description of each standard described in this Section, a detailed statement demonstrating compliance with each standard, and all information and supporting materials relied upon by the applicant in support of their statement of compliance (i.e. sound studies and modeling, vibration studies and modeling, environmental studies, etc).
 8. A preliminary electrical plan for the Data Center showing all underground and above ground wiring, the location of any electrical infrastructure, the location and capacity of any interconnections, and any electrical safety devices.
 9. Information and supporting materials detailing the anticipated PUE,

electrical use, maximum possible electrical load, and pre-approval or authorization from applicable electricity service providers that such capacity is available to serve the Data Center.

10. Information and supporting materials detailing the type, size, and location of all Cooling Systems and water usage including the WUE analysis. Such analysis shall include proof of capacity on public water and sewer systems to support the proposed intake and discharge of water for the Data Center.
11. Information and supporting materials detailing the type, size, and location of all onsite energy storage and backup power generation, and whether and how such equipment is to be tested.
12. The expected direct impacts of the Data Center on the environment and natural resources and how the applicant intends to address and mitigate these impacts. The Applicant shall describe all environmental features of the proposed project site and surrounding area, including natural resources, waterways, flora and fauna which may be impacted by the proposed project. The description shall include the anticipated impacts on the environment and habitats and mitigation measures for such impacts.
13. A decommissioning plan as described in this Section.
14. A detailed site plan of the proposed Data Center, showing the location, height, and design of all components of the Data Center, including distances from all existing and proposed structures/buildings and fencing on the site to all lot lines including to all boundaries of a leased site, where applicable, and to all structures/buildings within 2,000 feet of the subject property.
15. A site plan depicting all proposed means of ingress and egress which demonstrates compliance with any applicable fire or emergency response regulations.
16. A landscape plan depicting all proposed changes to the landscape of the existing site, including grading, vegetation removal, fencing and vegetative screening.
17. A map of any existing overhead and underground major facilities for electric, gas, telecommunications transmission within the facility and surrounding area.
18. A fire response plan and an emergency response plan containing, at a minimum, all of the following:
 - i. A description of all chemicals or hazardous materials that will be used during the construction or operation of the facility and describe their purpose and location within the facility.

- ii. A detailed evaluation of any risk of intentional or inadvertent chemical or hazardous material discharge, the likelihood of such events, risk mitigation measures to prevent such events, and emergency notification and response plans in the case of such events.
- iii. A description of all electrical, fire, smoke, and similar environmental risks, their likelihood, and mitigation measures both before and after an emergency.
- iv. A description of the current emergency and fire response capacity and equipment available within the Township and the surrounding area, and whether such capacity and equipment is sufficient to address the risks described in the Plans. If the capacity or equipment is insufficient, the Plan must include a detailed description of such deficiencies and how the facility will attain sufficient emergency response capacity, whether by improvements to local emergency and fire authorities, private emergency management measures, or other means.
- v. A description of emergency shutdown procedures, how such procedures are triggered, and any effects that an emergency shutdown may have on the operation, utilities, or emergency response plans.
- vi. A description of if and how the Township and the public shall be notified of emergencies at the Data Center to the extent that such emergencies have the potential to result in impacts to the Township or the public.
- vii. Evidence of consultation or a good faith effort to consult with local fire department representatives, first responders, and emergency managers to ensure that the Plan is in alignment with acceptable operating procedures, capabilities, resources, etc. If consultation with local fire department representatives is not possible, provide evidence of consultation or a good faith effort to consult with the State Fire Marshal or other local emergency manager.
- viii. A description of all on-site equipment and systems to be provided to prevent or handle fire emergencies.
- ix. A commitment to review and update the plan with fire departments, first responders, and county emergency managers at least once every three (3) years.

- x. Analysis should include identification of any specific equipment or training deficiencies in local emergency response capacity and recommendations for measures to mitigate deficiencies.
- xi. Other information the applicant finds relevant or wishes to present to the Township.

IV. DECOMMISSIONING AND REMOVAL

- A. All Data Centers shall be required to provide a Decommissioning Plan and comply with said plan and the requirements of this Section for the lifetime of the project.
- B. The Decommissioning Plan shall include all of the following:
 - 1. State the anticipated life of the project;
 - 2. Describe estimated decommissioning costs in current dollars and provide that this figure will be updated every fifth (5th) year after commencement of operation of the system;
 - 3. Define the conditions upon which decommissioning will be initiated. At a minimum decommissioning shall be required if the Data Center is abandoned. Abandoned shall mean that the Data Center ceases operations for a period of 12 months, unless the current responsible party provides sufficient evidence and guarantee of the intent to resume operations to the Planning Commission.
 - 4. State that decommissioning will allow the Data Center to be repurposed for general industrial use through the removal of aspects of the Data Center specific to use as a Data Center.
 - 5. Describe the timeframe for completion of decommissioning activities;
 - 6. Describe any agreement with the landowner regarding decommissioning; and
 - 7. State the party responsible for decommissioning.
- C. The Applicant shall further submit a Decommissioning Agreement to be signed by the applicant, operator, or party responsible for decommissioning and shall bind all successors, heirs and assigns.
- D. Decommissioning shall begin within 6 months of abandonment or other trigger and shall be completed within 18 months.

- E. The Decommissioning Plan shall include financial assurance in the form of a bond. The amount of the financial assurance shall not be less than the estimated cost of decommissioning the Data Center. Salvage value shall not be included in the estimated cost of decommissioning. The financial assurance must be posted in at one-hundred-and-twenty-five percent (125%) total decommissioning value by the start of full commercial operation and continuously maintained for the period of the life of the Data Center. During construction a financial assurance must be maintained in an amount to return the site to the original condition and such assurance shall be required until the full financial assurance is provided at the start of the full commercial operation.

V. DEVELOPMENT AGREEMENT.

- A. The Planning Commission shall require a development agreement between the applicant/property owner and the Township to ensure completion of the approved site plan and continued compliance with required standards. The development agreement may address, but is not limited to, the following: The property's legal description; the zoning district in which the property is located; the site plan as approved; conditions of site plan approval; security for general improvements; compliance with standards during and after development; maintenance of the site during and after development; open area maintenance; stormwater management; roads and drives; sewer and water; Township engineer approval of construction plans; easements for and assignments of utility lines; pedestrian sidewalks; tree preservation; wetland preservation; landscaping; electricity and gas use; lighting; construction access; construction work schedule; performance guarantee; engineering plans and certifications; site grading and setbacks; monuments and markers; warranties; proceedings for failure to maintain repair or preserve development elements; reimbursable costs to the Township; enforcement procedures; duration of agreement; and construction oversight.

VI. SMALL-SCALE OPERATION EXCEPTION

- A. The provisions of this Section shall not apply to a Data Center which is constructed and operated solely as an accessory and subordinate use to an existing principal use on a property, so long as that Data Center is (1) housed entirely within existing structures which conform to all zoning and other permit requirements, (2) creates no adverse impacts on adjacent land uses, and (3) requires no additional approvals from a utility provider with respect to electrical or water usage.

SECTION IV **AMEND SECTION**

Section ____ of the Township Zoning Ordinance is amended to add the following use as a

special land use in the Industrial Zoning District:

- Data Center

SECTION VI
SEVERABILITY

The provisions of this ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

SECTION VII
REPEALER AND EFFECTIVE DATE

All ordinances or parts of ordinances in conflict herewith are hereby repealed. This ordinance shall take effect 8 days after publication after adoption.

HELENA TOWNSHIP PLANNING COMMISSION

BYLAWS

1. Name

This commission shall be known as the Helena Township Planning Commission.

2. Regular Meetings

The Planning Commission shall meet on the first Thursday of every month, except July, at 7:00 p.m. in the Helena Township Governmental Room.

3. Membership

The Planning Commission shall consist of seven (7) regular members appointed by the Township Supervisor and ratified by the Helena Township Board.

4. Terms of Office

Planning Commissioners shall serve one (1), two (2), or three (3) year terms as directed by the Helena Township Board. Terms shall expire June 30 of the applicable term year.

5. Commencement of Terms

Terms shall commence at the first meeting following appointment by the Helena Township Board and shall end when the term expires.

6. Election of Officers

At the April meeting, the Planning Commission shall elect from its membership a Chairperson, Vice Chairperson, and Secretary.

7. Chairperson

The Chairperson shall conduct all meetings according to Robert's Rules of Order and applicable MTA guidance.

8. Vice Chairperson

The Vice Chairperson shall preside in the absence of the Chairperson.

9. Committees

The Chairperson may appoint committees as necessary. Such committees shall expire upon completion of the assigned work or at the end of the year unless extended by action of the Planning Commission.

10. Conflict of Interest

Before casting a vote on a matter in which a Planning Commission member may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of interest to the Planning Commission.

Failure of a member to disclose a potential conflict of interest as required by these bylaws constitutes malfeasance in office.

11. Amendment of Bylaws

These bylaws may be altered, amended, or repealed by a majority of the Planning Commission members present and with the concurrence of the Helena Township Board.

Amendments Requested

- Meeting time changed to **7:00 p.m.**
- Regular meetings changed to **monthly, except July**
- No regular Planning Commission meeting in **July**
- “MAT” corrected to “**MTA**”

Adoption

Adopted by the Helena Township Planning Commission on: June 4, 2026

Planning Commission Chair: D. Hunstad

Planning Commission Secretary: J. Gurr

Concurred in by the Helena Township Board on: July 9, 2026.

Township Supervisor: C.C. Peebles

Township Clerk: O. Leffew

Milton Township Planning Commission Bylaws

The following rules of procedure are hereby adopted by the Milton Township Planning Commission to facilitate the performance of its duties as outlined in the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended.

SECTION 1: Officers

A. Selection and Tenure—At the first regular meeting each year, the planning commission shall select from its membership a chairperson, vice chairperson and secretary. All officers shall serve a term of one year, or until their successors are selected and assume office, except as noted in B and C, below. All officers shall be eligible for re-election for consecutive terms for the same office.

B. Chairperson—The chairperson shall preside at all meetings, appoint committees and perform such other duties as may be ordered by the planning commission.

C. Vice Chairperson—The vice chairperson shall act in the capacity of the chairperson in his/her absence. In the event the office of chairperson becomes vacant, the vice chairperson shall succeed to this office for the unexpired term, and the planning commission shall select a successor to the office of vice chairperson for the unexpired term.

D. Secretary—The secretary shall execute documents in the name of the planning commission, perform the duties hereinafter listed below, and shall perform such other duties as the planning commission may determine.

1. Minutes—The secretary shall be responsible for maintaining a permanent record of the minutes of each meeting and shall have them recorded in suitable permanent records maintained by the township clerk. The minutes shall contain a brief synopsis of the meeting, including a complete restatement of all motions and record of votes, conditions or recommendations made on any action and record of attendance.

2. Correspondence—The secretary shall be responsible for issuing formal written correspondence with other groups or persons, as directed by the planning commission. All communications, petitions, reports or other written materials received by the secretary shall be brought to the attention of the planning commission.

3. Attendance—The secretary shall be responsible for maintaining an attendance record for each planning commission member.

4. Notices—The secretary shall be responsible for issuing such notices as may be required by the planning commission.

E. Township Board Representative—The township board representative shall present the recommendations of the planning commission as required by the zoning ordinance, subdivision ordinance or other ordinance to the township board prior to their consideration of such request.

F. Zoning Board of Appeals Representative—The planning commission representative to the zoning board of appeals shall report the actions of the zoning board of appeals to the planning commission and update the zoning board of appeals on actions by the planning commission that relate to the functions and duties of the zoning board of appeals.

SECTION 2: Meetings

A. Regular Meetings—The planning commission shall hold not less than four regular meetings each year and by resolution shall determine the time and place of such meetings. Other meetings may be held as necessary. When a regular meeting falls on a legal holiday or upon a day resulting in a conflict, the planning commission shall, if possible, select a suitable alternate meeting date in the same month as the originally scheduled meeting.

Milton Township Planning Commission Bylaws

Notice of regular or scheduled planning commission meetings shall be posted at the principal township office within 10 days after the planning commission's first meeting each year in accordance with the Open Meetings Act.

B. Special Meetings—Special meetings may be called by the chairperson or upon written request to the secretary by at least two members of the planning commission. The business the planning commission may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act. All costs of special meetings held to consider requests of applicants for approvals under the zoning ordinance (or for such other purposes as may be necessary) shall be paid by the applicant for such requests.

Notice of special meetings shall be given to the members of the planning commission at least forty-eight hours prior to the meeting. Such notice shall state the purpose, time and location of the special meeting and shall be posted in accordance with the Open Meetings Act.

C. Subcommittee Meetings—A permanent record of each scheduled subcommittee meeting shall be maintained as follows:

1. It shall be the responsibility of the subcommittee chairman to assure that a secretary for the meeting be appointed. If the subcommittee chairman does not appoint a secretary, it shall be deemed his/her duty to perform the job of secretary.
2. Any designated secretary for a meeting shall prepare minutes of the meeting.
3. Information to be recorded shall include but not be limited to the following:
 - a. Date, time, and duration of meeting
 - b. Attendance
 - c. Points to be referred to the planning commission for further attention.
 - d. Planned date and time of a subsequent meeting of the subcommittee.

CI. Speakers Addressing the Commission—The chairman has the prerogative to limit any speaker other than the commission members to three (3) minutes on any issue. At the Chair's discretion, they may allow up to fifteen (15) minutes when speaking on behalf of a group. If abused, the chairman has the prerogative to call for adjournment of the meeting. The planning commission also has the prerogative to waive the restriction when deemed necessary.

CII. Public Records—All meetings, minutes, records, documents, correspondence and other materials of the planning commission shall be open to public inspection in accordance with the Freedom of Information Act, except as may otherwise be provided by law.

CIII. Quorum—Four members shall constitute a quorum for transacting business and taking official action for all matters. Whenever a quorum is not present, those present may adjourn the meeting to another time and day, in accordance with the provisions of the Open Meetings Act, or hold the meeting to consider the matters on the agenda. No action shall be taken at a meeting at which a quorum is not present.

CIV. Voting—An affirmative vote of the majority of the planning commission membership is required to adopt any part of the master plan or amendments to the plan (MCL 125.328). Unless required by statute, other actions or motions placed before the planning commission may be adopted by a majority vote of the membership in attendance, as long as a quorum is present. Voting shall be by voice vote; a roll call vote shall be required if requested by any commission member or directed by the chairperson. All planning commission members, including the chairperson, shall vote on all matters, but the chairperson shall vote last.

Milton Township Planning Commission Bylaws

H. Agenda—Staff or the chairperson shall be responsible for preparing an agenda for planning commission meetings. Agendas shall be provided to planning commission members and posted to the website seven (7) days prior to the scheduled meeting.

I. Public Hearings—All public hearings held by the planning commission must be held as part of a regular or special meeting of the planning commission. The following rules of procedure shall apply to public hearings held by the planning commission:

1. Chairperson opens the public hearing and announces the subject.
2. Chairperson summarizes the procedures/rules to be followed during the hearing.
3. Applicant presents the main points of the application.
4. Township planner/engineer/other consultants/subcommittee present their report and recommendation.
5. Questions from Planning Commission to applicant or staff.
6. Members of the public provide comment on the application.
7. Chairperson closes the public hearing.
8. Planning commission begins deliberation and arrives at a decision.

To ensure everyone has the opportunity to speak, the chairperson may elect to allow persons to speak only once, until all persons have had the opportunity to speak, at which time the chairperson, in his/her discretion, may permit additional comments.

All comments by the public, staff and the planning commission shall be directed to the chairperson. All comments shall be related to the land use request; unrelated comments shall be ruled out of order.

A written notice containing the decision of the planning commission will be sent to petitioners and originators of the request

SECTION 3: Duties of the Planning Commission

The planning commission shall perform the following duties:

- A. Take such action on petitions, staff proposals and township board requests for amendments to the zoning ordinance as required.
- B. Take such action on petitions, staff proposals and township board requests for amendments to the master land use plan as required.
- C. Prepare an annual report to the township board.
- D. Take such actions as are required by the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended.
- E. Review subdivision and condominium proposals and recommend appropriate actions to the township board.

Milton Township Planning Commission Bylaws

F. Attend training sessions, conferences or meetings for which appropriations of funds have been approved by the township board.

G. Perform other duties and responsibilities or respond as requested by any township board or commission.

SECTION 4: Duties of the Zoning Administrator and Planning Consultant

A. The planning commission shall be assisted by the zoning administrator and/or planning consultant in performing the planning commission's duties, as noted in Section 3.

B. The zoning administrator and/or planning consultant shall be responsible for the professional and administrative work in coordinating the functions of the planning commission.

C. The zoning administrator shall:

1. Supervise and review the work of the planning consultant and township staff.
2. Accept applications for matters to be reviewed by the planning commission and ensure that such applications are complete.
3. Forward application materials to the planning commission at least one week prior to the meeting at which the matters will be considered.
4. Inform the planning commission of administrative and enforcement actions taken on behalf of the township related to the zoning or other appropriate ordinance.
5. Attend planning commission meetings, subcommittee meetings and public hearings.
6. Consult with the planning commission and other township officials concerning interpretation, procedural questions and other matters arising from the zoning ordinance.
7. Prepare amendments to the zoning ordinance as directed by the planning commission.
8. Prepare and forward to the planning commission written reviews and recommendations, if appropriate, for all requests and development proposals to be considered.
9. Meet with applicants, their representatives and/or township officials as needed to properly perform project reviews.
10. Perform other duties as directed by the planning commission.

D. The planning commission may be assisted by other professional or township staff as needed, including the building inspector, township attorney, township engineer or other person or agency.

SECTION 5: Absences, Removals, Resignations and Vacancies

A. To be excused, members of the planning commission shall notify the planning commission chairperson when they intend to be absent from a meeting. Failure to make this notification prior to the meeting shall result in an unexcused absence.

B. Members of the planning commission may be removed by the township supervisor, after a hearing, with the approval of the township board.

Milton Township Planning Commission Bylaws

C. A member may resign from the planning commission by sending a letter of resignation to the township supervisor.

D. Vacancies shall be filled by the township supervisor, with the approval of the township board, as soon as possible following resignation or removal of a planning commission member. Successors shall serve out the unexpired term of the member being replaced.

SECTION 6: Conflict of Interest

A. Planning commission members shall declare a conflict of interest and abstain from participating in a hearing or deliberations on a request when:

1. A relative or other family member is involved in any request for which the planning commission is asked to make a decision;
2. The planning commission member has a business or financial interest in the property involved in the request or has a business or financial interest in the applicant's company, agency or association;
3. The planning commission member owns or has a financial interest in neighboring property. For purposes of this section, a neighboring property shall include any property falling within the notification radius for the proposed development, as required by the zoning ordinance or other applicable ordinance, or
4. There is a reasonable appearance of a conflict of interest, as determined by the planning commission member declaring such conflict.

B. The planning commission member declaring a conflict of interest should state the nature of the conflict and whether he or she believes he or she could impartially consider the request before the commission. He or she should individually decide to abstain from any discussion or votes relative to the matter that is the subject of the conflict. The member declaring a conflict may absent him/herself from the room in which the discussion takes place, unless doing so would violate his or her constitutionally protected rights to participate. He or she should not make any presentations to the planning commission as a representative of the proposal.

Section 7: Amendments

These bylaws may be amended at any meeting by a vote of four members of the planning commission.

Adopted by the Milton Township Planning Commission at a regular meeting (January 14 2020).